

Administrative - Internal Use Only

22 April 1974

ADDENDUM

SUBJECT: Review of SPD Files for Watergate Related
Material

SPD records consist of statistical reports on Agency manpower and staffing matters, current applicant files, applicant processing record cards dating back two years from the present, pre-exit, follow-up and counselling interview reports, data on summer employees and summer employee requirements, annual production reports, military personnel records on military personnel assigned to the Agency, and records of reservists and reserve program activity in the Agency, and Agency Notices, Bulletins and Regulations.



STATINTL

Chief, Staff Personnel Division

Administrative - Internal Use Only

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Agency File Review

FROM:

Chief, Military Personnel Branch
Room 304, Magazine Building

EXTENSION

2743

NO.

DATE

17 April 1974

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1 Chief, Staff Personnel Div.
5 E 47 Headquarters

2.

3.

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15.

Per our conversation, attached are the military documents which were on files in my office. These documents relate to military fitness reports and attendance records and have no further value. Actually, they should have been destroyed following subjects termination from the Agency.

STATINTL

Chief,
Military Personnel Branch

STATINTL

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Next 19 Page(s) In Document Exempt

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Agency File Review

FROM:

Chief
Military Personnel Branch
304 Magazine Bldg

EXTENSION

2743

NO.

DATE

19 April 1974

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chief, OP/SPD
Room 5E-47
HQS

Reference 12 April 1974 Memo for Record from OP/EA.

2.

Attached are three documents found in Agency Personnel folder of [REDACTED], a former military detailee. He is now believed to be employed by OTS.

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ADMINISTRATIVE — INTERNAL USE ONLY

26 April 1974

MEMORANDUM FOR THE RECORD

SUBJECT: File Review of Relationships with Individuals
and Organizations Associated with "Watergate"

STATINTL

This is to certify that the files of the Headquarters office and the [REDACTED] field offices of the Office of Personnel, Recruitment Division, have been reviewed to determine any association with the individuals and organizations identified in the Memorandum of 26 March from the Inspector General.

The principal files reviewed concerned employment applications and lead/sources (contacts with college and university officials, military bases, State and Federal Employment Services, U.S. Civil Service Commission offices, professional associations, etcetera). Not reviewed were files concerning personnel and recruitment policy, administrative records (travel and expense vouchers) guidance and requirements memoranda, advertising, correspondence with organizations requesting information on employment possibilities (usually college and university faculty members and placement officials), etcetera.

With the exception of those organizations and relationships noted in attachments A through M, we are aware of no other associations or relationships.

STATINTL

[REDACTED]

Chief, Recruitment Division

Attachments:

- A. Office of the Chief, Recruitment Division, to include two (2) professional recruiters - [REDACTED] -
quartered in that office.
- B. Washington Area Recruitment Office, to include four field recruiters

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- C.
D.
E.
F.
G.

[REDACTED]

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